

**MINUTES
REGULAR MEETING
UTILITY SERVICE BOARD
SEPTEMBER 16, 2013**

The Regular Meeting of the Utility Service Board of the City of Jasper, Indiana, was held in the Council Chambers of City Hall in Jasper at 7:00 PM on Monday, September 16, 2013.

The meeting was called to order by Chairman Wayne Schuetter.

UPON CALL OF THE ROLL, THE FOLLOWING WERE PRESENT:

Wayne Schuetter – Chairman
Rick Stradtner – Vice Chairman
Doug Schulte – Secretary
Alex Emmons – Wastewater Commissioner
Dave Hurst – Water Commissioner
Keith Masterson – Gas Commissioner

ALSO PRESENT:

Jerry Schitter – Electric Distribution Manager
Ernie Hinkle – Gas & Water Manager
Ed Hollinden – Wastewater Manager
Bud Hauersperger – General Manager
Ashley Kiefer – Office Manager
Renee Kabrick – City Attorney

ABSENT:

Ken Sendelweck – Electric Commissioner

PLEDGE OF ALLEGIANCE (DVD-01:59)

Chairman Wayne Schuetter led the Pledge of Allegiance.

BID OPENING: 3RD AVENUE WATER MAIN REPLACEMENT PROJECT (DVD-02:23)

Bud Hauersperger opened the bids and read them aloud as follows:

- | | |
|---|----------------|
| 1. Blankenberger Brothers, Inc.
Evansville, IN | \$ 985,952.00 |
| 2. Deig Bros. Construction
Evansville, IN | \$1,279,816.00 |

- | | |
|---|----------------|
| 3. Environmental Construction, Inc.
Yorktown, IN | \$ 981,050.00 |
| 4. Infrastructure Systems, Inc.
Orleans, IN | \$ 914,134.50 |
| 5. Kieffer Bros. Construction
Mt. Carmel, IL | \$1,105,397.93 |
| 6. Mitchell & Stark Construction Co.
Medora, IN | \$1,265,492.61 |

All the bids included a Non-Collusion Affidavit, an Indiana Legal Employment Declaration, a Nepotism Policy Affirmation, and an Affidavit Regarding Non-responsibility.

All the companies that submitted bids acknowledged receiving all three addendums except for Environmental Construction, Inc.

The bids did not include the totals for the alternates. A summary sheet with alternate totals will be available at the Special Meeting being held on September 24, 2013 at 11:00AM in the Council Chambers.

Keith Masterson made a motion to take the bids under advisement. Doug Schulte seconded the motion. Motion approved, 6-0.

APPROVAL OF MINUTES (DVD-14:20)

Chairman Wayne Schuetter presented the minutes of the August 19, 2013 Regular Meeting and there being no corrections or amendments, asked for a motion to approve the minutes. Rick Stradtner made a motion to approve the minutes of the August meeting as presented. Keith Masterson seconded the motion. Motion approved, 6-0.

ZONING ORDINANCE/ SUBDIVISION CONTROL ORDINANCE UPDATE- MAYOR TERRY SEITZ & DARLA BLAZEY, DIR. OF COMM. DEV. & PLANNING (DVD-14:44)

Mayor Seitz and Darla Blazezy addressed the Board regarding the City's Comprehensive Plan. The Comprehensive Plan, which was put into place in 2010, recommended reviewing the City's Zoning and Subdivision Control Ordinances. The Ordinances were last reviewed in 1993. The project is a huge undertaking.

At this time the Planning Commission has made a recommendation to the Board of Public Works and Safety to enter into a professional services agreement with The Planning Workshop and Ratio, which is the firm that helped with the comprehensive plan. RFQ's were sent out to numerous companies. Two firms were selected, and an agreement is being reviewed by Attorney Kabrick, and Director of Personnel and Safety, Cale Knies.

Blazey stated that the review process will take about 9 to 12 months and a committee needs to be organized to review the Zoning and Subdivision Control Ordinances. Utilities will play a huge role in the planning process. She would like to see Utility Service Board members and Utility Managers on the committee. There will be several public meetings and stakeholder interviews. Any Utility changes that are recommended will have to be approved by the Utility Service Board.

Alex Emmons stated that he was glad to see that the Comprehensive Plan was being utilized.

Mayor Seitz stated that while preparing for the 2013 budget; the Civil City received a quote in July of 2012 from a local company which was very low. The current RFQ's came back much higher than the one received in 2012. The City also changed the scope of work a little to better the project. Therefore, the City is asking that the Utilities consider helping pay for the project. The Civil City has budgeted \$40,000 for the project in 2013. The recent RFQ's came back at a not-to-exceed \$73,000. The City is asking for help from Utilities to pay the additional cost of a not-to-exceed \$33,000.

Chairman Schuetter asked if the Utility managers would have time to review their budgets and give their input by the Special Meeting being held next week. Bud Hauersperger stated that Utility Controller, Linda McGovren, has a set formula on how she distributes funds from each of the four utilities for projects. He also stated that if the funding does not begin until 2014, Utilities may be able to include this project into the 2014 Capital Expenditure Plan.

Chairman Schuetter stated that the funds, as well as the participation from the Utility Service Board, should not be a problem.

Alex Emmons made a motion to review funding for the Zoning/Subdivision Control Ordinance review project for a not-to-exceed amount of \$33,000 by the Special Meeting to be held on September 24. Rick Stradtner seconded the motion. Motion approved, 6-0.

AGREEMENT WITH CG AUTOMATION SOLUTIONS FOR SCADA SERVICES & SOFTWARE (DVD-29:20)

Jerry Schitter informed the Board that the annual renewal contract with CG Automation Solutions for SCADA services and software is due. The software has been used a lot since Wayne Hopf, former technician, retired and we started training a new technician. The contract amount is \$6,847, which is the same amount as last year. The contract amount provides all software updates and service support. The company does not offer multi-year contracts.

Doug Schulte made a motion to approve the agreement with CG Automation Solutions for SCADA services and software for the annual contract amount of \$6,847. Keith Masterson seconded the motion. Motion approved, 6-0.

LINEMAN APPRENTICE WOOD POLE QUALIFIED CLIMBER WORKSHOP (DVD-31.23)

Schitter asked for the Board's permission to enter two lineman apprentices into a wood pole qualified climber workshop. The workshop is an eight day course and cost \$1,200 per apprentice. The study guides are an additional \$500 and \$275 for text books per lineman. The total cost per apprentice is \$1,975. The cost for travel is not included. They will be attending the course at Crawfordville for two, four day work weeks. Approximate cost for lodging and travel is a total of \$1,200. Total cost for the apprentices will be approximately \$5,200.

Rick Stradtner made a motion to approve the Lineman Apprentice Wood Pole Qualified Climber Workshop for Adam Meece and Alex Huther for an approximate cost of \$5,200. Doug Schulte seconded the motion. Motion approved, 6-0.

4" DEAD END BELLS IN INVENTORY (DVD-34:12)

Schitter explained to the Board that the Electric Department has 150 four inch dead end bells, which the Electric Department no longer uses, in inventory. The bells were \$5.48 each when purchased 20 years ago. REMC would like to buy the bells for \$3.50 each. Schitter asked for the Board's permission to declare the bells as surplus and then sell them to REMC for \$3.50 each.

Alex Emmons made a motion to declare the 150 four inch dead end bells as surplus and to sell them to REMC for \$3.50 each. Dave Hurst seconded the motion. Motion approved, 6-0.

JASPER CLEAN ENERGY MONTHLY REPORT (DVD-35:44)

Bud Hauersperger explained the Jasper Clean Energy monthly report for August to the Board. Hauersperger stated that there had been no significant changes in the report from last month. Hauersperger is hoping that later this year power companies will make the move to purchase.

ELECTRIC PLANNING COMMITTEE REPORT (DVD-36:48)

Bud Hauersperger, General Manager of Utilities, stated the Committee did not meet during the past month.

GAS PLANNING COMMITTEE REPORT (DVD-37:06)

Keith Masterson, Chairman of the Gas Planning Committee, stated the Committee did not meet during the past month.

WATER PLANNING COMMITTEE REPORT (DVD-37:12)

Dave Hurst, Chairman of the Water Planning Committee, stated the Committee did not meet during the past month.

ACCEPT TRANSFER OF ICE MACHINE FROM THE STREET DEPT. (DVD-37:16)

Ed Hollinden asked for the Board's permission to accept the transfer of an ice machine from the Jasper Street Department.

Keith Masterson made a motion to approve the transfer of an ice machine from the Jasper Street Department to the Wastewater Department. Doug Schulte seconded the motion. Motion approved, 6-0.

VARIOUS PROJECT UPDATES (DVD-38:00)

Hollinden updated the Board on various projects. Hollinden stated that the bar screen, which was quoted last month, met specifications and is on order.

He also stated that the Emergency Generator Upgrade project was completed on time. Hollinden received the final payment application from Evapar for \$13,087.99.

Alex Emmons made a motion to approve the final payment for the Emergency Generator upgrade from Evapar for \$13,087.99. Dave Hurst seconded the motion. Motion approved, 6-0.

Hollinden also informed the Board that Attorney Kabrick is working on the agreement terms for the Digester Dome project. This project should be completed soon.

Hollinden stated that two clarifier covers were ordered last year. One was installed by the contractors. The second clarifier, which has been drained, sandblasted, and painted, will have the cover installed this week by the Wastewater Department.

WASTEWATER PLANNING COMMITTEE REPORT (DVD-40:16)

Alex Emmons, Chairman of the Wastewater Planning Committee, stated the Committee did not meet during the past month.

BEAVER LAKE DAM UPDATE (DVD-40:30)

Hauersperger informed the Board that Morley and Associates were at Beaver Lake last week doing studies and surveying water marks at different docks. They are in the process of working on a formal report. It should only take a couple of weeks to finish the report. After Hauersperger receives the report a Water Planning Committee meeting will be scheduled to review the report.

FINANCE COMMITTEE REPORT (DVD-41:22)

Doug Schulte reported the Finance Committee had met and reviewed the claims on the Claim Docket.

The Finance Committee recommended approval of the claims as presented.

Keith Masterson made a motion to approve the claims as presented. Dave Hurst seconded the motion. Motion approved, 6-0.

IRELAND WATER CONTRACT REVISIONS (DVD-41:54)

Attorney Kabrick informed the Board that Ireland Water requested several revisions to their contract with the City. Kabrick has reviewed these revisions and sent them back to Ireland Water and is still waiting to hear from them on their approval.

RESOLUTION FOR AMENDING 2013 SALARY ORDINANCE (DVD-42:17)

Attorney Kabrick presented a Resolution to the Board for amending the 2013 Salary Ordinance. The Resolution will reflect the reorganization that Bud Hauersperger discussed at recent Utility Service Board meetings.

Dave Hurst made a motion to approve Resolution USB 2013-6, recommending the Common Council amend the 2013 Utility Salary Ordinance. Keith Masterson seconded the motion. Motion approved, 6-0.

CHANGES TO GAS ORDINANCE (DVD-43:44)

Attorney Kabrick explained to the Board that Mike Oeding contacted her, while he was still Gas and Water Manager, regarding several changes that needed to be made to the current Gas Ordinance. Kabrick has made these changes. Ernie Hinkle and Bud Hauersperger have reviewed and approved the changes made by Kabrick. The new Gas Ordinance will allow for the use of CSST piping for gas installation in homes. The Ordinance will also allow installing plastic lines after the meter, with the Gas Manager's approval.

Attorney Kabrick will have a Resolution prepared for the Board's approval, regarding the Gas Ordinance, for the September 24, 2013 Special Meeting.

CHAIRMAN SCHUETTER'S STATEMENT AND PRESS RELEASE (DVD-46:50)

Chairman Schuetter stated that at the last Utility Service Board meeting the Board rejected a proposal for a settlement regarding the biomass litigation from Norma Kreilein and Healthy Dubois County. The Board then approved a counter proposal to Norma Kreilein and Healthy Dubois County. Late Friday afternoon the City was informed that Norma Kreilein and Healthy Dubois County rejected the counter proposal for settlement from the City.

Chairman Schuetter then read aloud the press release he prepared.

"The City of Jasper is disappointed that Dr. Kreilein and Healthy Dubois County have rejected the settlement offer which was proposed by the City. Despite the City of Jasper's efforts in reaching across the table, Dr. Kreilein and Healthy Dubois County were not willing to enter into a dialogue to discuss the differences in the settlement offers.

Although the City remains firm in its belief that any allegations of a violation of the Open Door law are without merit, the City also understand the benefit to all parties in reaching a settlement to end the current litigation.

The City of Jasper and the Utility Service Board remain open to discussion of a reasonable settlement with Dr. Kreilein and Healthy Dubois County."

There being no further business to come before the Board, the meeting was adjourned at 7:46PM upon motion by Alex Emmons and seconded by Rick Stradtner. Motion approved, 6-0.

The minutes were hereby approved _____ with X without corrections this _____ day of _____, 2013.

Attest: _____
Secretary Chairman